

Risk assessment: Marthas Kitchen, Cosheston Garden Centre , Pembroke, coffee morning .

Organisation name: PVCMC		Assessment carried out by: Bill Phillips/ Rod Malcolm	
Date of next review: Annual Review		Date assessment was carried out: 11/11/2025	

Driving into the parking area and exiting into the main road.	Drivers of exiting vehicles and riders. Low risk of collision	Make riders aware of speed limit and flow of traffic within parking area	Make riders aware of any changes in parking arrangements and advise to exercise caution on exiting	The person organising the coffee morning or person acting on the organisers behalf	Prior to the event	

Driving into the parking area and coming across pedestrians	Pedestrians and riders, low risk of contact	Inform riders of the layout of the parking area and where to expect pedestrians to be. Inform riders of direction of flow and speed restrictions	Inform riders of any changes	The person responsible for organising the event	Prior to the event	
Parking in spaces	Riders may fall due to uneven areas in unpaved parking area	Riders informed of parking facilities prior to attendance	Ensure new members are aware of parking arrangements	The person responsible for organising the event	Prior to the event	